



State of Louisiana
Louisiana Department of Health
Office of Public Health

LOUISIANA DOULA REGISTRY BOARD

May 8, 2024
10:00 am to 12:00 pm

Location:
Benson Tower, Room 1800
1450 Poydras Avenue
New Orleans, LA 70112

Meeting link for members of the public:
<https://zoom.us/j/96681688720?pwd=aDIJZWlyTkFNROdFRzlQTDBXVVBOUT09>
Phone: 312.626.6799 Conference code: 858363

Meeting Minutes

- I. Roll Call**
The meeting was called to order by Chair, Dr. Victoria Williams at 10:17 a.m.
- II. Introductions**
Eight members attended, and a quorum was present. Members in attendance included Ms. Amanda Devereux, Ms. Nanette McCann, Ms. Cassandra Jessie-Johnson, Ms. Karelle Percy, Ms. Shanika Valcour-LeDuff, Dr. Victoria Williams, Ms. Meshawn Siddiq and Ms. Angelica Rideaux. Members not present included Ms. Tiffany Wyatt, Ms. Mallory Bryant, and Ms. Gia Hamilton. Virtual guests included Dr. Veronica Gillispie-Bell and Tyler Technologies. Guests in attendance included Mr. David McCay. Ms. Yoruba Baltrip-Coleman and Ms. Sharonda Smith served as administrative staff for the meeting.
- III. Public Comment**
Chair Williams requested comments from the public. There was no public comment.
- IV. Approval of Minutes**
Ms. Devereux motioned to accept the March 13, 2024 meeting minutes. Ms. Percy seconded the motion. The Doula Registry Board (DRB) members unanimously approved the above meeting minutes.
- V. Electronic Process for Doula training organizations**
Chair Williams detailed two proposed website options for housing the list of approved Doula training organizations. The DRB discussed whether to add the feature to the website constructed by Tyler Technologies at an additional cost of \$10,000 per year or to use the Louisiana Department of Health (LDH) platform on the Bureau of Family Health (BFH) website at no additional cost. Ms. Valcour-LeDuff motioned the board to vote in favor of using the LDH-BFH platform. The motion was seconded by Ms. McCann. The vote passed unanimously to use the LDH platform to collect and maintain the list of Doula training organizations.

VI. Statewide Doula Registry Review and Approval Process Discussion

The DRB discussed the steps necessary for receipt of doula applications, beginning from submission and receipt of the application, to either approval, denial, or the application being returned to the applying doula requesting more information. Ms. Jessie-Johnson noted that reducing time spent reviewing incomplete applications could be rectified by screening them first. Mr. McCay agreed that it would be beneficial to pre-verify submitted information for content. Ms. Valcour-LeDuff motioned for BFH administrative staff to verify doula application completeness before forwarding applications to the general DRB. Ms. Jessie-Johnson seconded the motion and the motion passed without opposition to have BFH review and verify the contents of doula applicant information before sending the applications to the DRB for public review and voting.

VII. DRB Current Vacancies – Communication Modes to Advertise Vacancies

Chair Williams welcomed new board member Mallory Bryant, who will be representing Region 8. Chair Williams then provided an overview of the remaining vacancies on the Doula Registry Board, which include vacancies in Regions 3, 6 and 7, and discussed meeting with the Bureau of Family Health (BFH) Communications Team to devise a communications plan to advertise vacancies, meeting dates, and doula-related information on social platforms and within the community.

- a. Several issues were raised concerning location and advertising doula information. Chair Williams noted that the DRB was not listed on the Division of Administration website and asked if Ms. Baltrip-Coleman could find out why and determine how to get the DRB added. Chair Williams requested clarity on how to add the doula vacancy listing link onto the BFH website for advertising purposes. Ms. Baltrip-Coleman will seek clarification on both concerns.
- b. Ms. Rideaux requested clarity on the communications process between BMAC and the DRB regarding creating messaging and materials. Chair Williams responded that DRB is responsible for relaying the relevant messaging to BFH Communications and BFH Communications will create media points and media then forward to the DRB for approval before posting or disseminating. Ms. Baltrip-Coleman pointed out that BFH Communications also seeks final approval from BFH-LDH leadership before media may be disseminated.
 - i. Ms. Devereux made a motion for the DRB to work with BFH Communications to create and post doula vacancy, meeting information, and inform on the doula application process on BFH social media platforms. This motion included clarifying the BFH website address where Louisiana Doula Registry information can be found and posting doula registry information there. Ms. Siddiq seconded the motion and the motion passed with no opposition to collaborate with BFH Communications to create and post doula vacancies, meetings and doula-related information on BFH social media sites. Ms. Jessie-Johnson motioned to keep BFH Communications as an ongoing item on future DRB agendas. Ms. Valcour-LeDuff seconded the motion and the motion passed without opposition to include BFH Communications on DRB agendas moving forward.

VIII. Necessity to Establish Sub-committees for Review of Applications Prior to DRB Final Review and Approval Process

The DRB discussed whether or not to create subcommittees for the doula applicant processes. Present members decided to table forming subcommittees at this time.

From this conversation, the DRB discussed revisiting whether to create a public versus private-facing doula registry at the next meeting and to discuss adding an option for public managed care organizations (MCOs) the ability to access registered doulas. Mr. McCay suggested that the DRB add a disclaimer on their website that doulas aren't required to register with the board to work as credentialed, practicing doulas. The remaining members at the board meeting discussed putting to vote on the registry to be a public-facing entity at the next board meeting on July 17, 2024.

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IX. Public Comment

Ms. Baltrip-Coleman asked for public comment. There were no public comments.

X. Adjournment

The meeting adjourned at 11:47 a.m.

Note: The order of the agenda may not be followed exactly, to accommodate presenter schedules.

Presenters, members, and guests may submit requests for accessibility and accommodations prior to a scheduled meeting. Please submit a request to at least 2 weeks prior to the meeting with details of the required accommodations.

In lieu of verbal public comment, individuals may submit a prepared statement in accordance with Senate Rule 13.79. Statements should be emailed to DoulaRegistryBoard@LA.Gov and must be received at least 24 hours prior to the meeting to be included in the record for the meeting.